

MINUTES

Low Rent Housing Agency of Knoxville
Location: Conference Room of the Housing Agency
February 17, 2020

Present: Vice Chairman, Jerrold Jordan, Board Member(s) Annie Leonard and Brent Hanna. Also present was Executive Director Susan Swartzendruber, Secretary for the Board.

Absent: Board Members: Chairman, Don Croghan and Teresa Higginbotham.

Motion by Brent Hanna with second by Annie Leonard to approve the consent agenda. All voted aye. The consent agenda included the minutes of the regular Housing Board Meeting of January 20, 20120, the Occupancy Report and Stop Loss Monitoring Report.

Motion by Annie Leonard with second by Brent Hanna to approve the payment of claims. All voted aye.

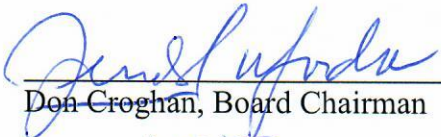
Executive Director briefly updating the Board concerning upcoming projects scheduled for 2018 and 2019 CFP grants. Projects include: Furnace and A/C installation at 410 N. 7th St. (Valley View, units 1-4).

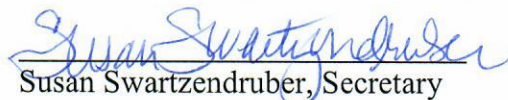
Reviewed Public Housing rent payment procedure and ACOP. A bulletin was also mailed to all PH tenant's homes, reviewing policy and procedure.

Discussion of operating budget for fiscal year ending March 31, 2021. Executive Board discussed different options and agreed to recommend placing a hold on rehiring for the position of PH staff. Increases to wages reflect a 3% increase for all staff. ED and HCV Coordinator salaries were aligned with wage surveys. ED will present information to the Fee Accountant for preparation.

Motion by Annie Leonard with second by Brent Hanna to accept the January 2020 financial statements. All voted aye to approve the January 2020 financial statements.

Motion by Annie Leonard and second by Brent Hanna to adjourn the meeting. All voted aye.


Don Croghan, Board Chairman
VICE
JERROLD W. JORDAN


Susan Swartzendruber, Secretary